



**Ravenna City Council
Regular Meeting Minutes
Tuesday September 8th, 2020 at 7:00 pm**

**The Regular Council Meeting was held via Zoom and was live streamed via YouTube:
<https://www.youtube.com/watch?v=B3fhCPw7woY>**

**The Regular Council Meeting was called to order at 7:03 P.M. September 8th, 2020 by
Council President, Andrew Kluge**

Moment of Meditation & Silence

President Kluge called a moment of meditation and silence.

Pledge to Flag

President Kluge then led those in attendance in the Pledge of Allegiance.

Roll Call

The following Council Members were present: Council President Andrew Kluge, Amy Michael, Paul Moskun, Christina West, Matt Harper, Cheryl Wood, Rob Karis, and Tim Calfee.

Also in attendance were Mayor Frank Seman; Law Director, Frank Cimino; Acting Fire Chief Chapple; Service Director, Kay Dubinsky; Finance Director, Brian Huff; City Engineer, Bob Finney; and Council Clerk; Chelsea Gregor

Approval of the Minutes:

- Motion to approve the August 3rd Regular Council Meeting minutes by Ms. Michael, 2nd by Ms. West- **All Ayes**

Communications- A letter from Spencer Gross on behalf of Ohio Realtors expressing their support to make the Ravenna point-of-sale requirement a voluntary option.

A letter from Safer Futures announcing their 10th Annual Hope in a Handbag fundraiser to provide services for survivors of domestic violence.

Delegations from the Public- None

Report of Officials: Council received the Report of Officials.

- Motion to approve the Report of Officials by Ms. Wood, 2nd by Mr. Moskun- **All Ayes**

Report of Committees: Committee meetings start @ 5:30 PM 9/14/2020

Utilities: Mr. Moskun stated there could possibly be something for next week.

Ravenna City Council Meeting Minutes
September 8th, 2020
Page Two (2).

Information Systems (IS): Ms. Wood stated that she is anticipating something for Committee.

Planning: Mr. Kairis stated that there are two items on the agenda, and there will be a Committee meeting for next Monday.

Committee of the Whole: Mr. Kluge stated that the next Committee of the Whole meeting is September 21st, 2020 at 7pm.

Public Health & Safety: Ms. Michael stated that there are several items on the agenda, and she is planning a meeting for next week.

Streets & Sidewalks: Mr. Harper stated that there are no items on the agenda, and there is nothing for next week unless Council wants to start the conversation about tree lawn parking.

Personnel: Ms. Dubinsky stated that there will be one item for next week.

Community & Economic Development: Ms. West stated that there is one thing on the agenda and is planning on meeting next week.

Cemetery: Mr. Kluge stated that there was a meeting last Wednesday between the Township and the City to discuss some of the points regarding the cemetery. He stated that there could be some conversations moving forward about at least one issue, which was healthcare and what is offered to the employees at the cemetery. There was not a lot of back and forth conversation and the Township is still looking to pull out of the cemetery union. Mr. Kluge believes there is a way the Township and the City can work together.

The Mayor stated that the meeting was designed so that there was not a quorum present and it will eventually lead to a meeting with Council and Township Trustees. The City did agree to look at the spending and to see if there were ways to save. Trustee Gibson believes that there is too much staff at the cemetery. The Mayor and Ms. Dubinsky will be setting up a meeting with the cemetery sexton to get more light on the situation. The City has to give the Township permission for them to drop out of the union.

The Mayor did say that more items were discussed at the meeting including a possible JEDD and a fire district.

Mr. Moskun asked over how many years did the Township want to phase out of the union and the Mayor stated that it is three years in their written proposal.

Mr. Cimino stated that at the meeting he gave a historical background of the cemetery. He stated that in around 1993-1994 the Township sued to relieve themselves of any responsibility regarding the Maple Grove Cemetery. The basis was that there was statutory law that indicated that if the City surrounded the cemetery the City became responsible for the cemetery. Judge Kainrad ruled that the Township was no longer responsible for Maple Grove Cemetery and it was solely the responsibility of the City. A couple of years had passed, and the Township approached the City and said that they wanted to form a union cemetery where they became involved in the maintenance of the cemetery. The agreement then became two-thirds responsibility to the City and one-third responsibility to the Township. That then decided the representation which is one representative from the Township and two from the City. The City must give consent in order for the Township to leave the cemetery union.

Ravenna City Council Meeting Minutes
September 8, 2020
Page Three (3).

Mr. Moskun stated that the cemetery is looking at getting a new leaf machine and what they have does not work anymore due to its age. The cemetery superintendent is looking into getting something else by the time the leaves fall.

First Reading of Ordinances:

ORDINANCE NO. 2020-090 AN ORDINANCE TO INCREASE THE APPROPRIATION TO THE FIRE DEPARTMENT'S VEHICLE MAINTENANCE ACCOUNT 101.109.52500 BY THE SUM OF \$15,000.00, AND DECLARING AN EMERGENCY.

Ms. Michael stated that it is an item that is needed.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Wood, 2nd by Ms. Michael- **All Ayes**
- Motion to adopt emergency clause by Ms. Michael, 2nd by Mr. Kairis- **All Ayes**
- Motion to pass Ordinance No. 2020-090 by Mr. Harper, 2nd Ms. Wood- **All Ayes**

Ordinance 2020-090 was adopted.

ORDINANCE NO. 2020-091 AN ORDINANCE APPROPRIATING THE SUM OF \$1,500.00 FROM THE CAPITAL IMPROVEMENT FUND (65-74) TO ACCOUNT 553.557.56485 FOR THE NECESSARY REPAIR TO THE ROOF AT THE FRONT FOYER FIRE STATION, AND DECLARING AN EMERGENCY.

Ms. Michael stated that the roof repair was discussed, and it is in bad shape.

Acting Chief Chapple stated that he received a quote from a company for \$20,000 to replace all the decking that is on the roof. He also received a quote from Castle Roofing for \$1,500 to reseal the seal on the left side of the metal decking to get the roof through the next year or so and will not give any guarantee about longevity. Chief Chapple stated that he would prefer to replace the roof, adding that he did not use roughly \$4,500 of the appropriated \$12,000 for fire hoses, and a repair is just putting off the inevitable. Ms. Michael asked Chief Chapple about any possible grants and he did say that there will be one for Firehouse Subs that he will apply for which will help offset costs down the road. He will also be applying for a FEMA grant for turnout gear for next year.

Mr. Kairis stated that it would be his preference to fix the roof right but that he had an issue increasing the appropriation of \$1,500 to \$20,000 without the proper procedural process.

Ms. Michael stated that it should be put on hold and put back into committee to get all the information together.

- Motion to move Ordinance No. 2020-091 back to committee by Mr. Kairis, 2nd by Ms. West- **All Ayes**

Ordinance 2020-091 was moved back to committee

Ravenna City Council Meeting Agenda
September 8, 2020
Page Four (4).

ORDINANCE NO. 2020-092 AN ORDINANCE TO APPROPRIATE AN ADDITIONAL \$70,000.00 FOR THE PURCHASE OF SELF-CONTAINED BREATHING APPARATUS (SCBA) FROM ACCOUNT 553.557.55715 FOR THE FIRE DEPARTMENT, AND DECLARING AN EMERGENCY.

Ms. Michael stated that it is an item that is needed, required and it was talked about in committee.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Wood 2nd by Mr. Moskun- **All Ayes**
- Motion to adopt emergency clause by Ms. Wood, 2nd by Mr. Kairis- **All Ayes**
- Motion to pass Ordinance No. 2020-092 by Ms. Michael, 2nd Ms. Wood- **All Ayes**

Ordinance 2020-092 was adopted.

ORDINANCE NO. 2020-093 AN ORDINANCE TO APPROPRIATE A \$5,000.00 CONTRIBUTION TO A STORMWATER EDUCATION GRANT FOR RAVENNA HIGH SCHOOL FROM ACCOUNT 650.650.52303, AND DECLARING AN EMERGENCY.

Mr. Moskun stated that the EPA requires a contribution toward educational purposes from collected stormwater fees. There will be a project at the high school that will include a deck and a trail, which may also be utilized in the future for summer camp activities.

There being no further comments or questions.

- Motion to waive three separate readings by Mr. Harper, 2nd by Mr. Moskun- **All Ayes**
- Motion to adopt emergency clause by Ms. Wood, 2nd by Mr. Moskun- **All Ayes**
- Motion to pass Ordinance No. 2020-093 by Mr. Kairis, 2nd Mr. Moskun- **All Ayes**

Ordinance 2020-093 was adopted.

ORDINANCE NO. 2020-094 AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THE CITY OF RAVENNA, OHIO; PART TEN – STREETS, UTILITIES AND PUBLIC SERVICES CODE; CHAPTER 1070 - POINT OF SALE INSPECTIONS, TO REPLACE “SHALL REQUEST” WITH “MAY REQUEST” IN 1070.01, CHANGE “BUILDING OFFICIAL” TO “CITY ENGINEER” THROUGHOUT, AS SHOWN IN EXHIBIT A, AND REPEAL 1070.99 PENALTY, AND DECLARING AN EMERGENCY.

Mr. Kairis stated that the communication letter from the realtors is in favor of changing the point-of-sale inspection to a voluntary inspection. “Shall request” is being changed to “may request”, the “Building Official” is being changed to “City Engineer” and the penalty is being removed since it will be a voluntary option.

There being no further comments or questions.

Ravenna City Council Meeting Minutes
September 8, 2020
Page Five (5).

- Motion to waive three separate readings by Ms. Wood, 2nd by Ms. West- **All Ayes**
- Motion to adopt emergency clause by Ms. Michael, 2nd by Mr. Moskun- **All Ayes**
- Motion to pass Ordinance No. 2020-094 by Mr. Harper, 2nd Ms. West- **All Ayes**

Ordinance 2020-094 was adopted.

ORDINANCE NO. 2020-095 AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THE CITY OF RAVENNA, OHIO; PART FOURTEEN – BUILDING AND HOUSING CODE; CHAPTER 1448 – METAL SIDING, TO BRING THE SECTION INTO CODE COMPLIANCE WITH THE NATIONAL ELECTRIC CODE, AS SHOWN IN EXHIBIT A, AND REPEAL 1448.99 PENALTY, AND DECLARING AN EMERGENCY.

Mr. Kairis stated that it is a housekeeping type item to make sure the City code is in compliance and that metal siding is bonded properly according to national standards.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Michael 2nd by Mr. Moskun- **All Ayes**
- Motion to adopt emergency clause by Ms. Michael, 2nd by Ms. West- **All Ayes**
- Motion to pass Ordinance No. 2020-095 by Ms. Michael, 2nd Mr. Harper- **All Ayes**

Ordinance 2020-095 was adopted.

ORDINANCE NO. 2020-096 AN ORDINANCE TO APPROPRIATE \$3,750.00 TO PAY MAIN STREET RAVENNA FOR THE LANDSCAPE PROJECT FROM FUND 215, AND DECLARING AN EMERGENCY.

Ms. West stated that the item is for the downtown district planned landscape project and the City already had the funds set aside for the project.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Michael 2nd by Mr. Kairis- **All Ayes**
- Motion to adopt emergency clause by Mr. Harper, 2nd by Ms. West- **All Ayes**
- Motion to pass Ordinance No. 2020-096 by Ms. Michael, 2nd Ms. Wood- **All Ayes**

Ordinance 2020-096 was adopted.

ORDINANCE NO. 2020-097 AN ORDINANCE TO APPROPRIATE \$1,500.00 FOR THE PURCHASE OF A CAPITAL ASSET PROGRAM TO TRACK THE CITY'S CAPITAL ASSETS FROM THE 553 CI FUND, AND DECLARING AN EMERGENCY.

Mr. Huff stated that it was talked about at committee and the item is to get the City's capital records in a safe and an audible format for the City audit.

Ravenna City Council Meeting Minutes
September 8, 2020
Page Six (6).

There being no further comments or questions.

- Motion to waive three separate readings by Ms. West, 2nd by Ms. Michael- **All Ayes**
- Motion to adopt emergency clause by Mr. Calfee, 2nd by Ms. Wood- **All Ayes**
- Motion to pass Ordinance No. 2020-097 by Mr. Harper, 2nd Mr. Moskun- **All Ayes**

Ordinance 2020-097 was adopted.

First Reading of Ordinances (continued):

ORDINANCE NO. 2020-098 AN ORDINANCE PROVIDING FOR THE ISSUANCE OF BONDS IN AN AMOUNT NOT TO EXCEED \$3,100,000 FOR THE PURPOSE OF REFUNDING CERTAIN OUTSTANDING REVENUE BONDS WHICH WERE ISSUED FOR THE PURPOSE OF ACQUIRING, CONSTRUCTING, EQUIPPING AND INSTALLING A LIBRARY FACILITY FOR REED MEMORIAL PUBLIC LIBRARY AND IMPROVING AND RENOVATING AN EXISTING LIBRARY FACILITY THEREFOR; AUTHORIZING A BOND PURCHASE AGREEMENT AND BOND PLACEMENT AGREEMENT AS APPROPRIATE FOR THE SALE OF THE BONDS; AUTHORIZING A SUPPLEMENTAL LEASE BETWEEN THE ISSUER AND THE LESSEE PROVIDING FOR THE LEASE OF THE PROJECT BY THE ISSUER TO THE LESSEE; AUTHORIZING THE EXECUTION OF A SUPPLEMENTAL TRUST AGREEMENT SECURING PAYMENT OF THE BONDS; AUTHORIZING A PRELIMINARY OFFERING CIRCULAR AND OFFERING CIRCULAR RELATING TO THE BONDS; AUTHORIZING RELATED MATTERS; AND DECLARING AN EMERGENCY.

Mr. Huff stated that the bond refinancing was explained by the City's Bond Counsel, Amanda Gordon, and that the ordinance is the library's portion. The Library Board will have to approve the refinancing, as well as Council, and it will save them a lot of money in interest.

Mr. Kairis stated that the ordinance does not cost the City anything and that the City is the agency that the library goes through to get their bonds.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Wood, 2nd by Mr. Kairis- **All Ayes**
- Motion to adopt emergency clause by Mr. Calfee, 2nd by Ms. West- **All Ayes**
- Motion to pass Ordinance No. 2020-098 by Ms. Michael, 2nd Mr. Kairis- **All Ayes**

Ordinance 2020-098 was adopted.

ORDINANCE NO. 2020-099 AN ORDINANCE APPROPRIATING THE SUM OF \$2,585.48 FOR THE CITY'S JUNE UNEMPLOYMENT LIABILITY OBLIGATION BASED ON THE NOTICE OF BENEFITS PAID BY THE STATE OF OHIO, AND DECLARING AN EMERGENCY.

Ravenna City Council Meeting Minutes
September 8, 2020
Page Seven (7).

Mr. Huff stated that the amount of benefits paid out is lessening and that he expects to be reimbursed with CARES Grant money that the City is receiving. Most of the people receiving unemployment were from the Parks and Rec. Department due to the pandemic.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Michael 2nd by Mr. Moskun- **All Ayes**
- Motion to adopt emergency clause by Ms. Wood, 2nd by Mr. Kairis- **All Ayes**
- Motion to pass Ordinance No. 2020-099 by Ms. Wood, 2nd Ms. West- **All Ayes**

Ordinance 2020-099 was adopted.

ORDINANCE NO. 2020-100 AN ORDINANCE APPROPRIATING THE SUM OF \$1,132.84 FOR THE CITY'S JULY UNEMPLOYMENT LIABILITY OBLIGATION BASED ON THE NOTICE OF BENEFITS PAID BY THE STATE OF OHIO, AND DECLARING AN EMERGENCY.

Mr. Huff stated that there are less people on the benefits list than the month prior.

There being no further comments or questions.

- Motion to waive three separate readings by Mr. Harper, 2nd by Ms. West- **All Ayes**
- Motion to adopt emergency clause by Ms. Michael, 2nd by Mr. Moskun- **All Ayes**
- Motion to pass Ordinance No. 2020-100 by Ms. Wood, 2nd Ms. West- **All Ayes**

Ordinance 2020-100 was adopted.

Second Reading of Ordinances: None

Third Reading of Ordinances:

ORDINANCE NO. 2020-065 AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THE CITY OF RAVENNA, TITLE EIGHT - PARKING; CHAPTER 452 - PARKING GENERALLY; SECTION 452.21 - PROHIBITED AND RESTRICTED PARKING AREAS; SUBSECTION (a) BY PROHIBITING PARKING ON BOTH SIDES OF HIGHLAND AVE. BETWEEN VINE STREET AND DIAMOND STREET AT ALL TIMES.

Mr. Harper wanted to make clear that the ordinance addresses on street parking only and it has nothing to do with tree lawn parking which is a separate issue that will be brought forth at another time.

Council discussed parking on Highland Ave. and Mr. Finney clarified that once the ordinance passes then there will be no street parking allowed on Highland Ave. from Chestnut to Oakwood.

There being no further comments or questions.

Ravenna City Council Meeting Minutes
September 8, 2020
Page Eight (8).

- Motion to pass Ordinance No. 2020-065 by Mr. Harper, 2nd Mr. Moskun- **All Ayes**

Ordinance 2020-065 was adopted.

Old Business- None

New Business- None

Mayor's Remarks-

The Mayor reminded Council that the time to fill out the census form is running out.

He also stated that there is a group of people called Mothers for Change, that were registering voters by going door to door.

The new phone system has been turned on and so far, there are not too many problems with it. The internet problems have been fixed and has been working well.

The Mayor stated that Kent has a street that they close on the weekends. He stated that Sandy from 1888 talked to him about doing something like that in town and that Council may want to consider the request to do the same.

Jack Ferguson will be honored by naming an honorary way in his name which will be on September 19th at 11:00 am which is a regular Balloon A-Fair Saturday. The Mayor stated that he had done a lot for the community and it will be held on the Court House lawn.

There being no further business, the meeting adjourned at 8:01 P.M.

The next Regular Council Meeting is scheduled for Tuesday, October 5th, 2020 at 7:00 P.M.

ATTEST:

Clerk of Council

Council President